



February 14, 2014



In This Issue:

HRO Meeting

This month's HRO meeting is scheduled for 10:00 a.m. on Thursday, February 27, 2014, at the DOHR office – James K. Polk Bldg., 1st Floor in Training Room 3.

Have You Noticed!

The DOHR Newsletter is now available for your review online. You may access newsletters issued on the DOHR website at <http://tn.gov/dohr/newsletters/newsletters.shtml>.

Policy Updates

Revisions to Policy 12-029, Preferred Service Compensation and Policy 12-002, Executive Service Compensation will become effective on February 16, 2014. The revised policies are now similar. Some of the highlights of the updated policies are the midpoint rates rather than salary grades will be used to determine promotional salary increases; factors, including KSACs will be used to appoint above the entry rates; and sample awareness statements are added for voluntary reduction in rank. For questions regarding executive service, please contact Lisa Spencer at Lisa.Spencer@tn.gov. For questions regarding preferred service, please contact Ken Becker at Ken.Becker@tn.gov.

The link to Policy 12-029 is <http://www.tn.gov/dohr/ogc-er/policies/pdf/12-029%20Preferred%20Service%20Compensation.pdf>. The link to Policy 12-002 is <http://www.tn.gov/dohr/ogc-er/policies/pdf/12-002%20Executive%20Service%20Compensation.pdf>.

Performance Management Coordinator Webinar

Please mark your calendars for the next webinar planned for February 21, 2014. Should you have any questions regarding the Performance Management Program, please do not hesitate to contact the Employee Relations Division at 741-1646.

Cont'd:

SLB Monthly Tip # 7 and #8

Sick Leave Bank Coordinators can utilize the application eligibility date as a guide to assist your agency's members on when to submit an application for grants of sick leave. Please read the [attached](#) Sick Leave Bank Monthly Tips for additional information on the application eligibility date process.

Performance Coaching on the Rise

Strategic Learning Solutions (SLS) has received an overwhelming response from managers and supervisors requesting the Performance Coaching workshop. We are encouraged that leaders across the state are recognizing the value of coaching employees towards performance excellence. SLS is working to meet the demand for this employee development tool. First of all, we are updating the Performance Coaching curriculum by tailoring it to better fit the needs of the State. All current classes in Performance Coaching have been postponed until spring so that future classes will feature the updated curriculum. Second, we are in the process of securing additional resources that will be available to agencies requesting the Performance Coaching workshop. The additional resources will enable us to better serve requests for a facilitator to come to your office to teach Performance Coaching. Thanks to the HR community for your renewed commitment to learning and development. Please direct all questions regarding Performance Coaching to Antonio.Q.Meeks@tn.gov.

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